



CITY OF HOUSTON

Job Posting

| | CORRECTION | CORRECTION | CORRECTION |
|----|---|------------|------------|
| 1 | Applications accepted | | |
| 2 | ALL PERSONS INTERESTED | | |
| 3 | Job Classification | | |
| 4 | PN# 104262 | | |
| 5 | Posting Number | | |
| 6 | Health & Human Services Department | | |
| 7 | Department | | |
| 8 | Communicable Disease | | |
| | Hematology/Chemistry Section | | |
| | Reporting Location | | |
| | 8000 N. Stadium Dr. | | |
| | Workdays & Hours | | |
| | M - F, 8 a.m. - 5 p.m.* | | |
| | *Subject to change | | |
| 9 | DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS | | |
| | Performs highly technical bacteriological, serological and/or virological laboratory work according to clearly prescribed procedures and laboratory techniques or developmental methods. | | |
| | CORE FUNCTIONS | | |
| | ➤ Generalist with hematology, STD and significant quality assessment responsibilities. | | |
| | ➤ Provides STAT STD laboratory testing at off site locations-Perform Dark field, RPR, Gram Stain, wet mount, and rapid HIV. | | |
| | ➤ Rotation in the hematology/chemistry laboratory: bench coverage. | | |
| | ➤ Oversees the quality assurance program for the clinics, STAT laboratory and clinical services lab area. | | |
| | ➤ Maintains educational records of all lab employers for CLIA purpose. Assess competency of staff. Participates in continuing educational programs. Other duties as assigned. | | |
| | WORKING CONDITIONS | | |
| 10 | The position occasionally requires stooping or bending. Occasional very light lifting, such as three or four reams of papers or books (up to 20 pounds or an equivalent weight) may be required. | | |
| 11 | MINIMUM EDUCATIONAL REQUIREMENTS | | |
| | A Bachelor's degree in Biology, Bacteriology, Microbiology or a closely related field is required. | | |
| 12 | MINIMUM EXPERIENCE REQUIREMENTS | | |
| | Two years of experience in laboratory work dealing with bacteriology, serology or virology are required. | | |
| 13 | MINIMUM LICENSE REQUIREMENTS | | |
| | None | | |
| 14 | PREFERENCES | | |
| | ➤ Four years of bench experience in a public health or clinical laboratory preferred. | | |
| | ➤ Some weekend, evening, and holidays as needed. | | |
| | ➤ Some traveling. | | |
| 15 | SELECTION/SKILLS TESTS REQUIRED | | |
| | None | | |
| 16 | SAFETY IMPACT POSITION | | |
| | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | |
| | If yes, this position is not subject to random drug testing and if a promotional position, candidate must pass an assignment drug test. | | |
| 17 | SALARY INFORMATION | | |
| | GENERAL FUND POSITION | | |
| | Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range for this position is: | | |
| | Salary Range - Pay Grade 21 | | |
| | \$1,211 - \$1,660 Biweekly \$31,486 - \$43,160 Annually | | |
| 18 | OPENING DATE | | |
| | April 27, 2005 | | |
| 19 | CLOSING DATE | | |
| | Open Until Filled | | |
| 20 | APPLICATION PROCEDURES | | |
| | Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, 1 st Floor. Successful candidates will be notified of their application status. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided. TDD Phone Number (713) 837-9496. | | |
| | An equal opportunity employer | | |